

# Meeting Notes

## 20/20 Implementation Advisory Committee

Time/date: 7:30 AM, Wednesday, April 6, 2011

Location: Town Hall Room 101

**Attendees:** Steve Baboulis, Diane Barber-Kansas, Keith Bennett, Jim Blendell, John Clarkson, Kevin Crawford, Terri Egan (Co-Chair), John Guastella, Susan Hager, Terry Hannigan, George Leveille (Co-Chair), John Piechnik, Ted Putney, Joseph Richardson, Pam Robbins, Brian Stenson

**Elected Officials & Town Staff present:** Jeff Dammeyer, Joann Dawson, Diana Jacon, Kyle Kotary, Nan Lanahan, Nancy Mendick, Rich Mendick, Sam Messina, Nanci Moquin, Mike Morelli, Robin Nagengast, Terry Ritz, Mary Tremblay-Glassman, Rick Webster

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Co-Chair Terri Egan noted that she received a note from Christo Zemerling, which indicated that he had left SABIC to take a position with a company located outside of the Town and therefore, would be resigning from 20/20. She acknowledged and expressed appreciation for Christo's contribution to 20/20.

- 1. Review of February 17 Meeting Minutes:** The minutes of the 2/17/11 full committee were approved as drafted.
- 2. Intergovernmental Sub-Committee Report:** The Intergovernmental Sub-Committee held a meeting on March 22 to discuss the Fire District Collaborative Study (Manitou Study) with guests from the Town Fire Districts. Chair Terry Hannigan reported the concept was well received by the Fire Service. The Ambulance Service has opted to not be included. A draft report is expected in June. The next meeting will be toward the end of May.
- 3. Economic Development Sub-Committee Report:** The Economic Development Sub-Committee has not met since the last full committee with its scheduled meeting having to be postponed because of weather. The next meeting is Friday, April 8. The Bethlehem Industrial Development Agency approved an inducement resolution for the Vista application on March 11. Chair Joe Richardson reported there will be upcoming meetings with the appropriate taxing jurisdictions to discuss the needed approvals to issue PILOT bonds with 5% dedicated to debt service. Joe indicated that the current schedule had the project being presented to the Town Board on April 27 with a bond closing to occur in early May.
- 4. Modernization Sub-Committee Report:** The Modernization Sub-Committee met on February 28, 2011. Susan Hager provided some background on the work groups studying the concepts of consolidating the Department of Public Works and the Highway Department and Elected/Appointed Officials and Terms of Office that produced the draft report entitled "21<sup>st</sup> Century Town Governance and Management Structure". Terri Egan noted elected officials

Nanci Moquin, Nancy Mendick, and Gregg Sagendorph have been made aware of the work groups and the report. John Clarkson reported the highlights of the draft report entitled “21<sup>st</sup> Century Town Governance and Management Structure”, including the proposed organizational structure on page 2 and the list of department heads on page 3. He reminded the committee of the grants offered for making improvements in efficiencies. There was a discussion among committee members and the staff in attendance provided feedback. With some minor suggested edits, the full committee unanimously voted to endorse the report for recommendation to the Town Board. Sam Messina advised the deadline for submissions for the April 27 Town Board meeting agenda is April 21. Kevin Crawford was assigned to the Modernization Sub-Committee.

## **5. Schedule of Future Meetings**

Modernization:	TBD
Economic Development:	4/8/11 8:00 AM
Intergovernmental:	May TBD
Full Committee:	4/28/11 7:30 AM
	5/26/11 7:30 AM